OZARK SPECIAL ROAD DISTRICT (OSRD)
REGULAR MEETING MINUTES
SEPTEMBER 8, 2026 – 3:30 p.m.
Ozark Special Road District Road Barn
905 N. Riverside Rd, Ozark, Missouri

The meeting was called to order at 3:30 p.m. by President Barbara Hover.

Commissioners: President Barbara Hover, Vice President Jerry Countryman.
Secretary/Treasurer Scott Bilyeu was absent.

OSRD Employees: Jennifer Belin, Jody Stutesmun, and TJ Hughes.

CRC CPAs Associate (Accountant & Recordkeeper for the OSRD): None.

Guests: Patrick Platter (Neale & Newman), Derrick Estell (Toth and Associates), Mike Mieseler, Steve and Kathie Krause, Eddie Campbell, Dwight McNiel, and Jeanne McFall.

Agenda

Jerry Countryman made a motion to approve the meeting agenda. Barbara Hover seconded. Approved 2-0.

Minutes

- **August 11, 2026 – Regular Meeting Minutes**
  Jerry Countryman made a motion to approve the August 11, 2026 regular meeting minutes. Barbara Hover seconded. Approved 2–0.

- **August 26, 2026 – Tax Levy Hearing Meeting Minutes**
  Jerry Countryman made a motion to approve the August 26, 2026 tax levy hearing meeting minutes. Barbara Hover seconded. Approved 2–0.

- **September 1, 2026 – Special Closed Meeting Minutes**
  Jerry Countryman made a motion to approve the September 1, 2026 special closed meeting minutes. Barbara Hover seconded. Approved 2–0.

Financial Review

In the absence of CRC CPAs, Administrator Jennifer Belin presented the August 2026 financial report.

Major deposits for the month:
- Approximately $12,000 in property tax revenue
- Approximately $26,000 in CART revenue
- Approximately $4,000 in interest income
- $480 in driveway permit income
- Total revenue: Approximately $42,000

Major expenses for the month (excluding payroll):
- Approximately $64,000 to Capital Paving for Smallin Road overlay

- Approximately $22,000 to Toth for engineering expenses
- $19,200 to Moore Excavating for road work at Smallin Road

Bank balances as of August 31, 2026:

- Operating Fund: approximately $1.98 million
- Emergency Fund: approximately $550,000
- Escrow Fund: approximately $70,000
- Total: approximately $2.6 million

Net revenue year-to-date is approximately $944,000, compared to approximately $505,000 at the end of August 2025.

Jerry Countryman made a motion to approve the August 2026 financial report as presented. Barbara Hover seconded. Approved 2–0.

Guest Business

- **Proposed All-Way Stops at Combs Road & Richwood Road and Combs Road & North Road**
  Administrator Jennifer Belin reported that Bill Sult had requested this item be placed on the agenda but was unable to attend the meeting due to work obligations.

  Derrick Estell of Toth and Associates provided a preliminary review of the intersections and reported the following observations:

  Combs Road and Richwood Road
  - The westbound approach grades are likely too steep for all-way stop conditions.
  - Westbound sight distance is likely inadequate to provide safe stopping sight distance for an all-way stop intersection.
  - Richwood Road appears to carry significantly higher traffic volumes than Combs Road.
  - No crashes have been reported by the Missouri State Highway Patrol at the intersection within the past 10 years.

  Combs Road and North Road
  - North Road appears to carry significantly higher traffic volumes than Combs Road.
  - No crashes have been reported by the Missouri State Highway Patrol at the intersection within the past 10 years.
  - The T-intersection configuration is better suited for one-way stop conditions on the northbound approach.

  The Board discussed the information presented. No action was taken.

Old Business

- **6th Avenue Property Acquisition**
  Patrick Platter reported that the OSRD, as purchaser, has executed all required acquisition documents. The sellers still need to sign the legal description document. He noted that no substantive changes were made to the agreement and that the remaining document is primarily a matter of form. Platter stated he anticipated receiving the signed document from the sellers by Friday. The acquisition funds remain with the title company pending completion of the transaction.

- **Riverside Bridge**
  The Board discussed a proposed meeting with the City of Ozark regarding the Riverside Bridge and the IGA for November 12, 2026.

- **Tax Levy Meeting**
  President Barbara Hover read the following statement:

  Statement Regarding the August 26, 2026 Tax Levy Meeting
  The 2026 tax levy meeting of the OSRD was held on August 26, 2026. During that meeting, Office Administrator Jennifer Belin presented information concerning the district's need for the full tax levy amount authorized by the State Auditor's Office. Ms. Belin explained the purpose and necessity of the levy, including the pavement and stormwater infrastructure assessment prepared by Toth and Associates.

  The assessment identified a significant number of roadways within the district that are classified as being in critical or poor condition. Ms. Belin further explained that, even if the district receives the maximum levy permitted, it will require several years to address these deficiencies while simultaneously maintaining the remaining roads and meeting the district's ongoing operational obligations.

  The district's attorney, Pat Platter, also presented his legal opinion concerning the tax levy and the district's filings with the State of Missouri. Mr. Platter explained that, following the restoration of the tax levy amount in 2022, the paperwork and documentation submitted to the state have been properly completed and filed.

  Following the presentation and an opportunity for questions and discussion, the Board approved a 2026 tax levy of $0.3393 per $100 of assessed valuation, as reflected on the Pro Forma Compensation Form prepared by the Missouri State Auditor's Office, for purposes of the 2026 tax assessment.

  Conduct and Statements Made During the Meeting
  During the course of the meeting, Commissioner Bilyeu stated that the other commissioners were responsible for having "the most corrupt road district there is." This statement is unsupported by the facts and unfairly damages the integrity and character of the commissioners serving this district.

  Neither Jerry Countryman, myself, nor the other commissioners who have served since Commissioner Bilyeu's prior resignation have received any personal financial benefit or otherwise profited from our service as commissioners. Further, contracts entered into by the district have not been awarded on the basis of personal friendship or favoritism. The district has also undergone a financial audit conducted by an independent professional auditor. The existence of disagreements concerning the expenditures of public funds does not, establish corruption, misconduct, or improper financial benefit. There is a legitimate distinction between disagreeing with a board's decisions and making unsupported statements concerning the honesty, integrity, or character of the individuals serving on that board. Commissioners are entitled to express differing opinions regarding district policy, expenditures, and operations. Such disagreements, however, should be addressed through appropriate discussion and debate rather than through personal accusations or statements that unfairly impugn the reputation of fellow commissioners.

Expectation of Professional and Respectful Conduct

For the benefit of the OSRD and the taxpayers we serve, I respectfully request that all commissioners adhere to the standards of conduct established in the district's written employee guidelines and handbook, which provide:

"Commissioners and employees are expected to treat each other with mutual respect."

That standard should apply to every member of this Board.

Public service requires accountability, transparency, and the ability to disagree. It also requires that disagreements be expressed in a professional and respectful manner. The taxpayers of this district are entitled to a Board that may have legitimate differences of opinion, but that can nevertheless conduct its business in a manner that is civil, professional, and focused on the best interests of the district.

Accordingly, I ask that all commissioners refrain from personal attacks, unsupported allegations, and statements that impugn the integrity or character of other members of the Board. Nothing in this request limits any commissioner's right to question expenditures, challenge decisions, raise concerns regarding district operations, or otherwise participate fully in the Board's deliberations. It simply asks that such concerns be raised responsibly, respectfully, and in accordance with the standards applicable to all members of the organization.

Our obligation is to the taxpayers of the OSRD. Regardless of our individual disagreements, we should conduct ourselves accordingly and work together, to the extent reasonably possible, to protect the interests of the district and ensure that its roads, infrastructure, finances, and operations are properly managed.

Jerry Countryman made a motion to authorize posting President Hover's statement on the district website and to have the statement reread at a future meeting when all commissioners are present. Barbara Hover seconded. Approved 2-0.

New Business

- **Acceptance of Dedication of Utility Easement**
  Patrick Platter presented an Acceptance of Dedication of Utility Easement (with Temporary Construction Easement) related to Greenbridge Road in the matter of *Terra Ozark, LLC v. Mark and Amy Acker.*

  Platter explained that no previously recorded deed appeared to establish the assumed right-of-way. He advised that, as a matter of best practice, future right-of-way dedications should be formally recorded through deed documentation.

  Barbara Hover made a motion to accept and execute the Acceptance of Dedication of Utility Easement (with Temporary Construction Easement). Jerry Countryman seconded. Approved 2-0.

- **Employee Handbook – Overtime, Call Back/Call Out, Pay Increases Sections**
  The Board discussed employee handbook policies related to overtime compensation, call back/call out procedures, and employee pay increases.

Discussion was held regarding whether road crew employees should receive time-and-one-half pay for overnight work that is planned in advance rather than called in unexpectedly. Following discussion, the commissioners agreed that Administrator Jennifer Belin should draft amendments to the employee handbook providing for time-and-one-half compensation when road crew employees are required to work overnight.

Administrator Belin also raised concerns regarding the lack of a clear policy governing employee pay increases. She noted that while annual pay increases have been provided in recent years, the current handbook does not establish when increases are evaluated or the factors to be considered. Belin requested guidance from the Board before drafting a more detailed compensation policy.

Discussion included whether compensation should be reviewed annually and whether evaluations should be tied to the fiscal year, calendar year, or employee anniversary date. The Board also discussed factors that could be considered in future pay evaluations, including:

- Cost of living adjustments (COLA)
- Years of service and longevity
- Employee performance

Following discussion, the commissioners expressed a preference for annual pay increases to be considered each January and for future compensation evaluations to incorporate cost of living adjustments, years of service recognition, and employee performance. No formal action was taken.

- **Seasonal Employee**
  Steve Stine expressed an interest in providing seasonal assistance to the district when additional help is needed.

  Jerry Countryman made a motion to offer Steve Stine employment as a seasonal employee. Barbara Hover seconded. Approved 2-0.

- **Holiday Fish Fry**
  President Barbara Hover discussed the district's annual holiday fish fry, which has historically been held as a holiday gathering for employees and their families, commissioners, the district's attorney, accountants, and engineers.

  Hover noted that the event has traditionally been funded through proceeds received from scrap metal sales. She stated that she wanted the matter discussed when all commissioners are present before making a decision regarding the use of those funds. Hover further stated that she would personally pay for the event if the commissioners did not agree on using scrap metal proceeds.

  The Board set the date for the annual Holiday Fish Fry as Friday, December 4, 2026.

- **Smallin Road Guardrail**
  Derrick Estell of Toth and Associates reported that the guardrail design for the Smallin Road project has been completed. Estell asked whether the Board wished to solicit bids for the project or utilize R&J Warren for the installation.

  Barbara Hover stated that obtaining bids would extend the project timeline and noted that Commissioner Scott Bilyeu had indicated by email that he supported having R&J Warren perform the work. Jerry Countryman estimated that the Smallin Road guardrail project would cost

approximately $40,000 based on the recent Riverside Road guardrail installation, which is below the district's formal bidding threshold.

Jerry Countryman made a motion to award the Smallin Road guardrail project to Joe and Ryan Warren d/b/a R&J Warren Construction. Barbara Hover. Approved 2-0.

Hover added that completing the guardrail installation in the near future would allow the district to remove the temporary traffic signal currently being maintained at the site as a safety precaution until the guardrail is installed.

Correspondence

None

Project and Development Updates

- **Smallin Road**
  As discussed above.

- **Updates from Toth & Associates**
  Derrick Estell reported the following updates:

  - **Marabella**
    The project is continuing to move forward. Estell reported that Toth and Associates is continuing to receive and review development plans as they are submitted.

  - **McCracken Road**
    Toth and Associates evaluated potential ditch improvements along McCracken Road in the Barrington Springs subdivision in response to concerns raised during recent monthly meetings.

    Estell reported that improving drainage on the south side of the roadway would be difficult without encroaching onto adjacent private property. He also noted that numerous utilities located on the north side of the roadway present challenges for potential ditch improvements.
  - **Greenbridge Estates**
    Estell reported that utility installation has been completed within the development. The emergency entrance on the east side of the subdivision remains unfinished, but overall construction continues to progress.

Ongoing Road Work and Employee Items for Update or Review

- **Equipment Update**
  Jody Stutesmun reported that a tractor windshield was damaged by a rock while mowing. He also noted that two leased trucks are due for their initial service appointments.

  Stutesmun reported that a couple mailboxes were accidentally struck during mowing activities due to excessively tall grass along roadways. He further stated that the road crew is working to catch up on routine maintenance activities following completion of the Smallin Road project.

- **6th Ave Property**
  Discussion about installing a fence on the recently acquired 6th Avenue property. Derrick Estell advised that the fence would not be an issue provided it does not obstruct any easements.

  Jerry Countryman clarified that the property is located near Apple Market, behind Godfather's Pizza, and adjacent to the cell phone tower.

  Guest Jeanne McFall asked whether the district had acquired the cell phone tower as part of the purchase. The Board clarified that the sellers retained ownership of the tower and that it was not included in the property acquisition.

- **Barrington Springs Drainage**
  Guest Steve Krause asked whether a berm could be constructed in lieu of a ditch to address drainage concerns in the Barrington Springs area.

  Derrick Estell responded that a berm could not be constructed without creating conditions that would result in flooding of the roadway. No action was taken.

Closed Session

Jerry Countryman made a motion to enter closed session at 4:13 p.m. Barbara Hover seconded. Approved 2-0.

Jerry Countryman made a motion to reconvene in open session at 4:22 p.m. Barbara Hover seconded. Approved 2-0.

Next Meeting Date

Tuesday, October 13, 2026 at 3:30 p.m.

Adjournment

Jerry Countryman made a motion to adjourn the meeting at 4:22 p.m. Barbara Hover seconded. Approved 2–0.

Meeting adjourned.

Barbara Hover, President
Minutes for September 9/8/2026

Jerry Countryman, Vice President